

**BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
SEPTEMBER 5, 2006
6:30 P.M.**

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

A. Minutes

- 1) August 21, 2006 Regular Meeting Minutes..... pg. 01-12

B. Finance pg. 13-15

- 1) General Fund Amendment 29-Increase \$1,471,224

General Fund Amendment 30-Increase \$26,485

Purchase orders for goods budgeted and ordered prior to June 30, 2006 but not received as of the year ending June 30, 2006 totaled \$1,497,709. The funds accumulated in the General Fund balance at the end of the year. Staff recommends that the funds totaling \$1,497,709 rollover to the 2006/2007 fiscal year and be appropriated in the original budget code along with the purchase order for the goods. This is a bookkeeping adjustment that provides for payment to be made in the year the goods are received.

- 2) General Fund 31-Increase Transfer to Social Services \$430, Transfer to Health \$79,489

Social Services Fund Amendment 4-Increase \$430

Health Fund Amendment 5-Increase \$79,489

Purchase orders for goods budgeted and ordered prior to June 30, 2006 but not received as of the year ending June 30, 2006 totaled \$430 in the Social Services Fund and \$79,489 in the Health Fund. The funds accumulated in the General Fund balance at the end of the year in the amount of \$79,919. Staff recommends that the funds totaling \$79,919 rollover to the 2006/2007 fiscal year and be appropriated in the original budget code along with the purchase order for the goods. This is a bookkeeping adjustment that provides for payment to be made in the year the goods are received

- 3) Health Fund Amendment 6-Increase \$300

The Health Department received a grant in the amount of \$300 from the Chapel Hill Training Outreach Project restricted for use in the Child Services Program. Staff recommends the funds be appropriated for special projects in the program.

- 4) Grant Project Fund Amendment 1-Increase \$3,773,893

Grant funds budgeted but unexpended as of the year ending June 30, 2006 totaled \$3,773,893. Staff recommends that the funds totaling \$3,773,893 rollover to the 2006/2007 fiscal year and be appropriated in the original budget code. This is a bookkeeping adjustment.

- 5) Emergency Telephone Service Fund 3-Increase \$7,900

Purchase orders for goods budgeted and ordered prior to June 30, 2006 but not received as of the year ending June 30, 2006 totaled \$7,900. The funds accumulated in the Emergency Telephone Service Fund balance at the end of the year. Staff recommends that the funds totaling \$7,900 rollover to the 2006/2007 fiscal year and be appropriated in the original budget code along with the purchase order for

the goods. This is a bookkeeping adjustment that provides for payment to be made in the year the goods are received.

6) Water Fund Amendment 3-Increase \$325,605

Purchase orders for goods budgeted and ordered prior to June 30, 2006 but not received as of the year ending June 30, 2006 totaled \$325,605. The funds accumulated in the Water Fund net assets at the end of the year. Staff recommends that the funds totaling \$325,605 rollover to the 2006/2007 fiscal year and be appropriated in the original budget code along with the purchase order for the goods. This is a bookkeeping adjustment that provides for payment to be made in the year the goods are received.

7) Waste Water Fund Amendment 4-Increase \$14,677

Purchase orders for goods budgeted and ordered prior to June 30, 2006 but not received as of the year ending June 30, 2006 totaled \$14,677. The funds accumulated in the Waste Water Fund net assets at the end of the year. Staff recommends that the funds totaling \$14,677 rollover to the 2006/2007 fiscal year and be appropriated in the original budget code along with the purchase order for the goods. This is a bookkeeping adjustment that provides for payment to be made in the year the goods are received.

8) General Fund Amendment 32-Increase \$222,300

Commitments existed at the end of the fiscal year in the tax office for computer equipment and part-time temporary salaries and benefits associated with the new computer system and the revaluation. The tax administrator requests a rollover of the unexpended funds that accumulated into fund balance totaling \$222,300 at June 30, 2006 for appropriation in fiscal year 2006-2007 into the same budget codes. The request is for \$181,300 for capital outlay-data and \$41,000 for temporary salaries and social security benefits

C. **Resolution** pg. 16
Staff requests approval of Sky Way Resolution.

VI. Presentation

1. **Proclamation** – National Alcohol and Drug Addiction Recovery Month September 2006pg. 17
2. **Update and Review of County Exposition Center** (Martha Warner and Cynthia Tart)pg. 18-22
3. **Tourism Development Authority** (Kemp Causey, Mitzi York)pg. 23-24
4. **Appointment of Deputy Tax Collector and Assistant Tax Assessor** (Tom Bagby, Ken Perry)....pg. 25-28

VII. Public Hearing

1. **Community Development Block Grant Funding** (Marty Lawing)pg. 29-32
2. **Planning – Proposed Map Amendment Z-06-10** (Leslie Bell)pg. 33-46

VIII. Administrative Report

1. **Planning – Map Amendment Z-06-10 - (Leslie Bell)**pg. 47-62
Staff recommends that the Board of Commissioners approve Second Reading and adoption of Map Amendment Z-06-10.
2. **Planning – Map Amendment Z-06-11 - (Leslie Bell)**pg. 63-76
Staff recommends that the Board of Commissioners set a Public Hearing date of October 2, 2006 at 6:30 p.m. for Map Amendment Z-06-11.
3. **Planning – Zoning Ordinance Text Amendment Z-06-12 - (Leslie Bell)**pg. 77-82
Staff recommends that the Board of Commissioners set a Public Hearing date of October 2, 2006 at 6:30 p.m. for Zoning Ordinance Text Amendment Z-06-12.
4. **Utilities – Carolina Shores Wastewater Treatment Plant Improvements - (Jerry Pierce)**pg. 83-97
Staff recommends that the Board of Commissioners award the contract for the construction of the Carolina Shores Wastewater Treatment Facilities Improvements project to Water & Waste Systems Construction, Inc. approve the associated Budget Amendment.

5. **Finance – Automated Time-Keeping System - (*Ann Hardy*)**.....pg. 98-139
Staff recommends that the Board of Commissioners approve the professional services engagement of Kronos for an automated time-keeping system.
6. **Finance – URS Sales Tax Reallocation Audit and Utility Billing Audit - (*Ann Hardy*)**.....pg. 140-152
Staff recommends that the Board of Commissioners approve an agreement with URS for Sales Tax Reallocation Audit and Utility Billing Audit.
7. **Administration Building Project – Agreement Amendment - (*Steve Stone*)**pg. 153-156
Staff recommends that the Board of Commissioners approve an amendment to our professional services agreement with Hemphill Associates for the Administration Building Project.
8. **CDBG Grant Funding – Hwy 211 Business Park Project - (*Marty Lawing*)**pg. 157-159
Staff recommends that the Board of Commissioners adopt resolution authorizing formal application for Community Development Block Grant Funding for Highway 211 Business Park Project.
9. **Surplus Property Declaration - (*Marty Lawing*)**pg. 160-164
Staff recommends that the Board of Commissioners declare the 13.77 acre tract on Highway 211 surplus property.

IX. County Attorney

1. Closed Session

X. Other Business/Informal Discussion

XI. Adjournment